

Promoting the development engagement of diaspora organisations

Diaspora Small Scale Project Fund

An offer of the Programme "Shaping development-oriented migration" (MEG)

Call for Proposals 2023

Information on the Call for Proposals

This call for proposals is aimed at diaspora organisations¹ in Germany that contribute to sustainable development in their countries of origin through small-scale development projects. The focus is on the exchange of knowledge between people with a history of migration living in Germany (organised in associations) and their countries of origin.

In this call, mainly projects whose main goal is the exchange of knowledge in the fields of gender equality, combating climate change, health and digitisation will be funded. Projects should be implemented in the area of Sustainable Development Goals 3, 5 and / or 13 of the United Nations ([information on the SDGs](#)).

The following information provides an initial overview of the general requirements, the eligibility criteria and the application process. This information is used to guide you for the outline phase. You will receive further information should you enter the next round (= full proposal phase).

This document contains information on the funding offer for projects with a funding amount of **up to 44,000 EUR**. We encourage you to submit ideas for smaller projects as well, as these are usually easier to handle.

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¹ Associations whose board and/or membership consists of at least 50 % people with a migration background.

Partner Countries

Projects can only be funded in the following 14 countries:

- Albania, Ethiopia, Ecuador, Georgia, Ghana, India, Cameroon, Colombia, Kosovo, Nepal, Serbia, Tunisia, Ukraine² and Vietnam.

The planned activities of your project must take place in one of these countries. In Germany, only preparatory or support measures may be carried out.

Diaspora Organisation

We can only support diaspora organisations,

- whose members consist of at least 50% of persons with a history of migration and/or whose Board of Management consists of at least 50% of persons with a history of migration from countries of the Global South,
- which are legally registered in Germany as legal entities (especially in the form of registered associations, foundations or similar),
- who (at the time of submission of the outline) can prove their non-profit status (exemption or declaratory decision, statutes) and
- who do not receive any further project funding from GIZ for the period of the planned project implementation. Ongoing projects must be completed by the time of selection of applications.

Partner Organisation

- In the partner country, it is essential to work with a local partner organisation (PO), which plans and implements the project together with the diaspora organisation. In this way, developments initiated by the project are to be initiated in the local context in the long term.
- It must be recognizable that the partner organisation acts as a legal entity and under the applicable law as a non-profit or charitable organisation.
- As GIZ, we have colleagues on site who have good networks and would be happy to support you in identifying a suitable local partner organisation. Please do not hesitate to contact us.

Project Structure

- According to the current planning status, the projects in this call for proposals can start at the earliest on 01.07.2024 and, due to the current duration of our programme, can run until 31.05.2025 at the most; that is a maximum project duration of 11 months. Please note that these dates depend on internal GIZ processes and may still change. We can also fund project ideas that have a shorter duration.
- The project should not be implemented by individuals, but by a project team of several members of your association. The project team should have appropriate experience and qualifications.
- The contractual partner for GIZ is the diaspora organisation in Germany, which submits the application to us. This diaspora organisation is legally responsible for the content, administrative and financial management of the project during the contract period. However, the involvement of the local partner organisation should be an integral part of project planning and implementation.

² Taking into account the respective security situation in the different regions of Ukraine.

Content orientation of the projects

Funding can only be provided for projects that promote the exchange of knowledge between migrant-diasporic organisations in Germany and their countries of origin and

- initiate sustainable development processes in the partner country,
- and ensure a "do no harm" approach³.

In addition, priority is given to projects that contribute to at least one of the following Sustainable Development Goals (SDGs) from the United Nations' 2030 Agenda:

- Ensure healthy lives for people in partner countries and promote their well-being (SDG 3),
- Contribute to gender equality in partner countries (SDG 5),
- Contribute to combating climate change or increasing climate protection in partner countries (SDG 13).

Apart from these Sustainable Development Goals, only particularly innovative and development-relevant projects (e.g., in the field of digitisation) can be funded.

The following project activities can be funded:

- Measures for the qualification of different target groups
- Introduction of new methods and techniques (mainly through education and training including the purchase of tools, learning materials, etc.)
- Training/further training of multipliers
- Awareness-raising measures
- Activities to anchor and disseminate the knowledge that has been passed on by the diaspora to local groups of actors

The following projects are not eligible for funding:

- Projects aimed exclusively at humanitarian aid
- Projects aiming solely at infrastructure and/or construction
- Projects whose follow-up expenses cannot be borne by the diaspora organisation or the project partner in the long term
- Projects that consist of transporting donations in kind from Germany to the partner country
- Projects that aim to pay off loans
- Projects concerning the police or military sector
- Projects whose main goal is the representation and contact of German institutions

Application and selection procedure

We would like to point out that the funding slots within this call for proposals are limited and the submitted ideas are in strong competition with each other. The application process is divided into two phases. The entire process from the submission of the first draft to the start of the project normally takes about 9 months.

³ The "do no harm"-principle states that unintended and undesired consequences of development cooperation should be recognized, avoided, and cushioned at an early stage. Especially when projects work in crisis situations, they must be designed to be "conflict-sensitive".

Phase 1 (outline phase)

- We offer open consultation hours during the outline phase to help you prepare your project outline. If you have comprehension questions about our funding offer, we invite you to one of our three digital events where we answer general questions:
 - Wednesday, 02.08.2023, 17:30-19:00 (German)
 - Monday, 07.08.2023, 17:30-19:00 (English)
 - Thursday, 07.09.23, 17:30-19:00 (German)
- In case of further questions, we offer additional individual consultations to prepare the project outline. You can request an appointment via diaspora-organisation@giz.de.
- The project outline can be submitted by diaspora organisations to diaspora-organisation@giz.de until **24.09.2023** (11:59 PM). For submitting the project outline, please only use the enclosed excel document (K23_**Name Ihres Vereins**_Projektskizze). This must be completed in German. Please save the document with the name of the association and as an excel document.
- The submitted project outlines will be evaluated in terms of content by GIZ according to the evaluation criteria of the first selection phase (see following section).
- A pre-selection of project ideas will be made by the end of October 2023.
- You will be informed by 31.10.2023 whether or not your project idea has been selected for the second phase of the call for proposals.

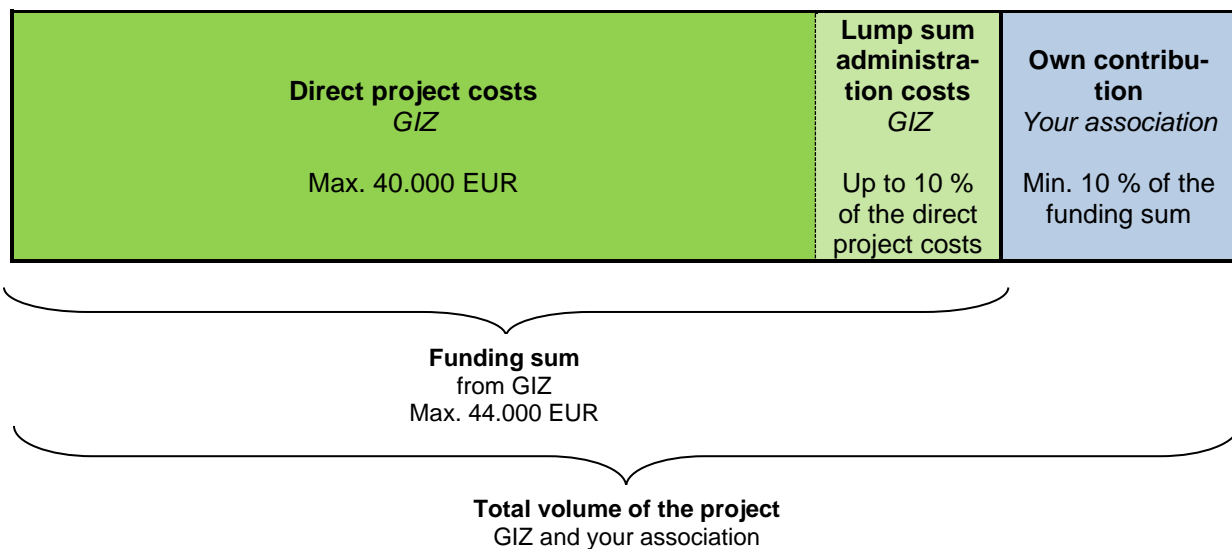
Phase 2 (Full proposal phase)

- If your project has been pre-selected in the 1st phase, you will be invited to submit a full proposal in the 2nd phase. This full proposal consists of a detailed project proposal, activity plan and budget. These documents have to be submitted by **31.01.2024**. Please note that the invitation to submit the full proposal is not yet a funding commitment.
- Parallel to the proposal preparation we offer individual consultations and I trainings.
- GIZ employees will also visit the partner organisations in the partner country.⁴
- Please note that the following documents must be submitted in phase 2:
 - current excerpt from the register of associations (not older than 2 years),
 - the statutes of the association,
 - the current notice of exemption (if applicable, notice of assessment for newly founded organisations),
 - proof of the legal constitution of the partner organisation and
 - a cooperation agreement with the partner organisation.
- A detailed examination of the financial plan and the evaluation of the project applications is carried out according to the content criteria of the 2nd evaluation phase (these can be found in the following section). In this process of revision, feedback, and clarification interviews with the applicants (by email, telephone or in person) will be conducted if necessary. If necessary, the application must be revised again by the applicant(s).
- The projects to be funded will be selected by the end of March 2024.

⁴ A technical examination of the project application on site is carried out by GIZ employees in the respective country. In addition to discussions with the partner organisation (on-site visit), the project location and, if necessary, existing local facilities that are to be used during project implementation are visited. The aim is to assess the commitment, resources, and professional qualifications of the local partner during project implementation and to evaluate the developmental relevance in the local context. In addition, the costs and local prices set out in the financial plan as well as the specified time schedule for project implementation are checked for their appropriateness and plausibility.

Financial framework of the funding offer

Overview: composition of the total volume of the project



- The maximum funding for direct project costs by GIZ is 40,000 EUR.
- In addition to this amount, administrative costs can be covered as a lump sum of maximal 10% (4,000 EUR) of the direct project costs. This lump sum covers all administrative costs such as office supplies, rent, postage, telephone, internet, etc.
- **The total maximum funding amount (funding sum) by GIZ is thus 44,000 euros.**
- At least 10% of the total funding amount (direct project costs + administrative costs) must be provided by the diaspora organisation as its own financial contribution. This may also consist of valorised voluntary work (= expense allowance) or third-party funds. Third party funds may not come directly or indirectly from BMZ funding.
- All expenses must be supported by (original) receipts and must be able to be presented at a financial audit.
- **Please note that we can also fund projects that require a smaller amount of funding. We thus encourage you to also apply for a smaller project, which is easier to manage.**

An example:

- You and your partner organisation are planning a project in your country of origin and would like to apply for funding.
- In the project you want to conduct workshops and need to procure material and pay trainers. In addition, some experts from the association will travel to the partner country for some of the workshops. All this costs a total of 15,000 euros. These are the direct project costs for which you apply for funding.
- In addition, there is the so-called lump sum administration costs of up to 10% of the total direct project costs. In this example, you indicate that you would need 10% - this is 1,500 euros (10% of 15,000 euros). You can use this money for all things concerning the administration of the project (telephone, internet, rent, transfer fees, etc.).

- The total amount of funding consists of the project costs plus the lump sum for administration. In this example, 16,500 Euro (15,000 EUR + 1,500 EUR). You can apply for this amount at GIZ.
- Your association must also make a financial contribution from its own resources. In this example, this is at least 1,650 Euro (10% of the funding sum). It can, for example, consist of the association's assets or third-party funds from a private foundation.
- The project would thus have a total volume of 18,150 euros (direct project costs + flat-rate administrative costs + your own contribution).

Financial planning of the project

The following cost categories are eligible:

- **(Partial) personnel costs, compensation for expenses for honorary activities and fees for content-related activities⁵** within the scope of knowledge exchange (but only up to a maximum of 40 % of the requested funding amount),
- **Material and equipment costs:** participant documentation for training courses, rental of rooms and technical equipment for training courses or events, printing costs for learning materials/flyers and design for the production of sensitization material, consumables for technical training courses, purchase of technology for demonstration purposes and for use in the context of qualifications, etc,
- **Travel costs:** Costs of accommodation, meals and transport for participants in the context of qualification measures, flights and accommodation for international and local trainers and experts,
- **Public relations** in relation to the project, e.g., flyers, video material etc.

The following cost categories are **not** eligible:

- **Costs for infrastructure measures;** technical and structural infrastructure can only be supported if it directly serves the exchange of knowledge. This must be sufficiently justified and information on subsequent use and maintenance is required.
- **(ongoing) personnel costs** for activities that are not attributable to the project
- **Rent** of office space

Please plan the projects in such a way that necessary material goods can usually be procured in the country of project implementation or in neighbouring countries.

The calculation of all costs stated in the financial plan must be based on a level customary in the country.

⁵ The amount of possible personnel costs can vary depending on the country, project content, activities, etc. When determining the fees, you should bear in mind that the funding instrument is intended to support voluntary commitment and that a fee is therefore more likely to be understood as compensation. Diaspora organisations will be advised individually for their country and project when drawing up the financial plan. Please also refer to the information on the settlement of GIZ financing contracts at [Financing: Contract management and contract processing - giz.de](https://www.giz.de/~/media/GIZ/DE/Referenzen/Finanzierung/Finanzierung_Contract_management_and_contract_processing_-_giz.de)

Content selection criteria - 1st phase (outline phase)

The **project outlines** (= 1st phase) will be reviewed according to the following content criteria:

Contribution to one of the four key topics

- The projects must fit into the local context and follow a culturally sensitive approach.
- Particularly positively evaluated are projects that
 - pursue an innovative approach,
 - contribute to ensuring healthy lives for people in partner countries and/or promote their well-being (SDG 3),
 - are gender-sensitive and aim to achieve, for example, gender equality and empower women and girls (SDG 5),
 - contribute to combating climate change and its impacts (SDG 13),
 - contribute to the digital transformation.

Exchange of knowledge

- The exchange of knowledge must be a core component of the project. The experts/trainers selected to implement the project should be part of the diaspora based in Germany.
- Projects in which the knowledge is imparted directly by members of the implementing diaspora organisation are rated particularly positive.

Traceability of the project idea

- The project outline must clearly explain how objectives, activities, target groups and knowledge exchange are related.
- The project outline should convey in an easily understandable way which persons are working together and which positive changes for the persons involved and the target group are initiated by the project.

Embedding in the local context and cooperation with the partner organisation

- Projects should be based on a need expressed by the partner organisation in the partner country and/or by the target group.
- Projects must be developed in close cooperation with the partner organisation.
- It is considered particularly positive if there has already been contact and/or cooperation between the diaspora organisation and the partner organisation.

Sustainability

- Eligible projects have a medium to long-term orientation and must be able to continue to exist independently after funding is granted.
- Project outlines that already explain how the partners or target groups in the country of origin will use/implement the acquired knowledge are evaluated positively. The partner organisation should be strengthened by the project implementation.

Content selection criteria - 2nd phase (full proposal phase)

The **project applications** (= 2nd phase) are additionally screened according to the following evaluation criteria:

Quality of the project planning

- Eligible projects must clearly show the connection between the project objectives and the activities that are part of them, as well as the financing.
- Objectives, indicators, and corresponding evidence must be coherent and realistic.

Ownership

- Eligible project applications should describe how the target group was involved in the project planning, how the partner organisation in the country of origin will be strengthened by the project and what role and tasks it will take on in the project implementation.
- In addition, make clear how the project objectives can be integrated into local structures in the long term and how they will be continued by the partner organisation after the end of the project.
- Confirm the cooperation and role allocation during the project implementation between the diaspora organisation and the partner organisation by means of a cooperation agreement ("Letter of Intent").

You will receive further information if your project idea should be selected for the second application phase.

Further information - details on project implementation

- The diaspora organisation in Germany is responsible for implementation, financial management and reporting to GIZ.
- The grant is awarded on the basis of the submitted financial plan. If the project is to run for more than 4 months, the grant will be awarded in several instalments as an advance payment. You must request these tranches separately.
- GIZ retains 10% of the approved funds until the project has been completed, including reporting and final invoice.
- **The diaspora organisation reports every two months on the expenses and finances of the project using predefined GIZ formats. For this purpose, proof of use must be submitted in GIZ format.**
- During the duration of the project, there should be a personal exchange between GIZ and the diaspora organisation in Germany and one or two monitoring visits to the partner organisation (project location) by a GIZ staff member.
- No later than two months after the end of the support, the diaspora organisation will provide a final report on the success of the project.
- Exact information about the way of accounting and reporting will be provided by GIZ upon conclusion of the contract. Information on applicable regulations can also be found at <https://www.giz.de/en/workingwithgiz/34529.html>.